

# GRANADA SANITARY DISTRICT

## OF SAN MATEO COUNTY

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## AGENDA

### BOARD OF DIRECTORS MEETING

April 15, 2004, 7:30 p.m.

*The Board has the right to take action on any of the items listed on the Agenda. The Board reserves the right to change the order of the agenda items, to postpone agenda items to a later date, or to table items indefinitely.*

**CALL MEETING TO ORDER** District Office, 504 Ave. Alhambra, #202, El Granada

<b><u>ROLL CALL</u></b>	Directors:	President:	Shawn McGraw
		Vice President:	Leonard Woren
		Secretary:	Fran Pollard
		Treasurer:	Matthew Clark
		Board Member:	William Katke

Staff:	General Manager:	Chuck Duffy
	Administrator:	Gina Holmes
	Asst. Administrator:	Delia Comito
	Legal Counsel:	Jonathan Wittwer

### **PLEDGE OF ALLEGIANCE**

### **GENERAL PUBLIC PARTICIPATION**

Communications from the Public and members of the District Board and District staff concerning matters not on the agenda. Speakers are limited to 3 minutes each.

### **ACTION AGENDA**

- 1. Consideration of Resolutions approving Draft Fiscal Year 2004-2005 Sewer Authority Mid-Coastside Administration, Treatment, and Collections: Operating and Capital Budgets.**

**Recommendation:** Approve the Resolution adopting the Sewer Authority Mid-Coastside Administration, Treatment, and Collections Operating Budgets.

2. **Consideration of petition language, supplemental information material, and editorial regarding possible reorganization into a Community Services District.**

**Recommendation:** Approve the petition, supplemental information material, and the editorial as presented.

3. **Consideration of the draft LAFCo application package and process for possible reorganization into a Community Services District.**

**Recommendation:** To be made by the Board.

4. **Consideration of a Resolution to pay the disposal fees for District residents bringing items to the quarterly local drop-off recycling site.**

**Recommendation:** Approve Resolution.

5. **Consideration of a Resolution adopting a Bylaw establishing procedures regarding attendance at seminars, conferences, workshops, and similar events, and associated reimbursement procedures.**

**Recommendation:** Approve Resolution.

6. **Consideration of a Resolution adopting a Bylaw concerning signing of District checks.**

**Recommendation:** Approve Resolution.

### **CONSENT AGENDA**

All matters listed under the Consent Agenda are considered routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of any of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate Action Agenda item.

7. **Approval of Special Meeting minutes for March 18, 2004.**
8. **Approval of Regular Meeting minutes for March 18, 2004.**
9. **Approval of April 2004 warrants totaling \$137,688.22 (ck #1486 to #1531).**
10. **Approval of Administrative Costs Fund distribution #8 for \$9,183.63.**
11. **Approval of February 2004 Financial Statements.**
12. **Approval of a Resolution Amending Resolution No. 466 specifying authorization of Board and staff members to order deposits or withdrawals of GSD monies in LAIF.**

### **DIRECTORS' COMMENTS AND COMMITTEE REPORTS**

13. **Sewer Authority Mid-Coastside: March 22, 2004.**
14. **Report on other seminars, conferences, or committee meetings.**

**INFORMATION CALENDAR**

- 15. General Manager's Report.**
- 16. Administrator's Report.**
- 17. Engineer's Report, March 2004.**
- 18. Attorney's Report.**

**FUTURE AGENDA ITEMS**

**ADJOURN**

At the conclusion of the March 18, 2004 Meeting:  
Last Ordinance adopted: No. 155.  
Last Resolution adopted: No. 2004-001.

*This meeting is accessible to people with disabilities. Individuals who require special assistance to participate may request an alternative format of the agenda and packet materials. To request a disability-related modification or accommodation, please call (650) 726-7093. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.*